

**Walworth County Board of Supervisors
Health and Human Services Board Meeting Minutes
Wednesday, March 20, 2019
Walworth County Government Center
County Board Room 114
100 West Walworth Street, Elkhorn, WI 53121**

The meeting was called to order at 2:00 p.m. by Chair Monroe.

Roll call was conducted. Members present included Vice Chair Tim Brellenthin, Chair Kenneth Monroe, Supervisor William Norem, Supervisor Charlene Staples, Citizen Representatives Monica Los, Dr. Richard Terry, Sandra Wagie-Troemel and William Wucherer. Supervisor Kathy Ingersoll was absent. A quorum was declared.

Others in Attendance:

County Staff: County Administrator David Bretl; Health and Human Services (HHS) Director Elizabeth Aldred; Deputy Director of HHS Carlo Nevicosi; Economic Support Services Supervisor Mia Anderson-Inman; Fiscal Services Supervisor Rachel Morgan; and Medical Records and Compliance Supervisor Aaron Winden.

On motion by Supervisor Norem, second by Citizen Representative Dr. Terry, the agenda was approved with no withdrawals.

On motion by Citizen Representative Wagie-Troemel, second by Supervisor Staples, the February 20, 2019 Health and Human Services Board meeting minutes were approved.

Public Comment – There was none.

Unfinished Business

- Building Update

Health and Human Services (HHS) Director Elizabeth Aldred gave a brief overview of the Quarterly Project Status Report (Enclosure 2) that was provided by County Engineer Joe Kroll. The project remains on schedule and within budget.

- Site Visit of the New HHS Building

Aldred stated a site visit to the new HHS Building was discussed at the last Public Works Committee meeting. She inquired as to the Board's availability to attend a joint meeting with the Public Works Committee and the Health and Human Services Board on Monday, May 20th at 3:30 p.m. The meeting should take approximately one hour. Aldred said she will confirm the details and follow up with the Board members.

- Join Hands Together Challenge

Deputy Director of HHS Carlo Nevicosi stated this is the second year for the Join Hands Together Challenge that will take place in April during Child Abuse Prevention Month. He said four sites have been selected for the billboards and described their locations. The Child Advocacy Center Manager Tina Winger and Division Manager of Children and Families Lisa Broll have drafted a press release. The Human Services and the Join Hands Challenge Facebook pages will both be posting weekly during the month of April with various tips, suggestions, and activities that families can do to help keep kids safe.

New Business

- Administration and Resource Support Presentation
 - i. 4th Quarter Write Off Summary
 - ii. 2014-2018 Write Off Comparison
 - iii. Agency Satisfaction Survey
 - iv. Consumer Complaints
 - v. 2018 Investigated HIPAA Incidents

Economic Support Services Supervisor Mia Anderson-Inman, Fiscal Services Supervisor Rachel Morgan, and Medical Records and Compliance Supervisor Aaron Winden gave a brief presentation entitled Administrative Services Division. Discussion then focused on ways in which the surveys are collected.

Aldred distributed and gave a brief overview of the 4th Quarter Write Off Summary and requested the Board's approval.

Supervisor Norem offered a motion, second by Supervisor Staples, to approve the 4th Quarter Write Off Summary. Motion carried 8-0.

Aldred briefly explained the Agency Satisfaction Survey and requested the Board's approval.

Citizen Representative Wucherer offered a motion, second by Citizen Representative Dr. Terry, to approve the Agency Satisfaction Survey and to place it on file. Motion carried 8-0.

Aldred gave a brief overview of the Consumer Complaints Report and submitted it to the Board for their approval.

Supervisor Brellenthin offered a motion, second by Supervisor Staples, to approve the Consumer Complaints Report. Motion carried 8-0.

Aldred briefly explained the 2018 Investigated HIPAA Incidents Report and requested the Board's approval.

Citizen Representative Wucherer offered a motion, second by Supervisor Staples, to approve the 2018 Investigated HIPAA Incidents Report and to place it on file. Motion carried 8-0.

- Human Services Day at the Capitol

Aldred stated the Human Services Day at the Capitol will take place on April 2nd. Supervisor Monroe and Citizen Representative Wucherer have agreed to attend the event along with Aldred and Nevicosi. It is anticipated that those who attend will have an opportunity to speak with a few of the legislators.

- 2017 Wisconsin Act 260: Foster Parent Grants

Nevicosi stated HHS is seeking approval to apply for a \$75,000 Foster Parent Grant and briefly explained how the funds would be used towards incentives for the retention of current foster parents and to assist with training needs. The grant does not have a match and is a one-time only funding opportunity.

Supervisor Norem offered a motion, second by Supervisor Staples, to approve application for the 2017 Wisconsin Act 260: Foster Parent Grants. Motion carried 8-0.

- Fees for Guardianship Service

Aldred stated the 2019 budget for guardianship service fees is a little over \$105,000 and requested the Board's direction on when to fund guardianship payments and when the cost of guardianship should remain the responsibility of the individual. Aldred briefly explained the current guardianship process and

stated corporate guardians appointed to an individual costs approximately \$160 per month. She presented various case situations and referred to Section 50-5(e) of the Walworth County Code of Ordinances and summarized that if there are other funding sources available, the County will not necessarily be the funder of first resource. Discussion ensued. Aldred said she will continue to investigate the options available and prepare case by case recommendations to present to the Board. Aldred will inquire as to what other counties and local community/partners are doing as well. Chair Monroe requested that the topic of Fees for Guardianship Service be placed on next month's agenda.

- Visit by Secretary Amundson and Representatives August and Loudenberg
Nevicosi provided a brief update on the visit by the newly appointed Secretary Emilie Amundson from the Department of Children and Family Service and Representatives Tyler August and Amy Loudenberg.

Reports – There were none.

Correspondence

- Wisconsin Aging Advocacy Network (WAAN) Press Release on the Governor's Proposed 2019-2021 Executive Budget

Aldred stated HHS received an update from the Wisconsin Aging Advocacy Network (WAAN) regarding the Governor's proposed budget and briefly explained how it could affect the Health and Human Services Department.

- 2018 Aging Unit Self-Assessment

Aldred gave a brief overview of the 2018 Aging Unit Self-Assessment evaluation from the Greater Wisconsin Agency on Aging Resources, Inc. (GWARR) and stated HHS was found to be in compliance. Discussion followed. Chair Monroe requested that the topic of transportation be placed on next month's agenda.

Announcements – There were none.

Confirmation of Next Meeting – The next meeting was confirmed for Wednesday, April 24, 2019 at 2:00 p.m.

Adjournment

On motion by Supervisor Brellenthin, second by Supervisor Staples, Chair Monroe adjourned the meeting at 2:53 p.m.

Submitted by Trisha Sommers, Administrative Assistant. Meeting minutes are not considered final until approved by the committee at the next regularly scheduled committee meeting.